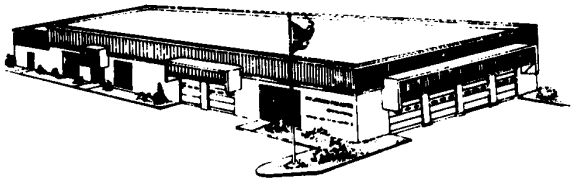
Fire or Ambulance
DIAL 911



Business
845-486-6300 or 486-6304
Fax: 845-486-6322

Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, New York
12603

BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
July 29, 2008

ATTENDEES:

Comm. Patrick Rose, Chairman (arrived during Executive Session)
Comm. Ann Bollmann
Comm. Kenneth Muckenhaupt (acting Chairman)
Comm. Kris Duderstadt
Comm. Samuel D. North

Attorney:	Richard J. Olson
Treasurer:	James Passikoff
Business Manager:	Frank Borquist
Secretary:	Renee O'Neill (absent)
Acting Secretary:	Carol Schmitt

Acting Chairman Muckenhaupt opened the meeting of the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:31 p.m., with a roll call and pledge of allegiance.

I. Comm. Muckenhaupt requested Comm. North and Comm. Bollmann to review Abstract 7B.

II. **MINUTES**

A. July 14, 2008 Board of Fire Commissioners' Monthly Meeting
A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve the Minutes as printed.

- Motion Carried, 4 - 0.

III. **MONTHLY REPORTS** - *No reports given unless otherwise noted below*

A. Service Awards - Comm. Muckenhaupt & Comm. North

1. Comm. Muckenhaupt reported that there is an amendment to the Service Award Plan - change of age of 65 to 60 for the payout. Was reviewed by Treasurer Passikoff and himself.

A motion was made by Comm. Muckenhaupt and seconded

by Comm. Bollmann to accept the plan changes as sent to us by PenFlex.

- Motion Carried, 4 - 0.

2. Treasurer Passikoff reviewed the Investment Policy for the Service Awards program that needs to be approved; it is how investments can be done.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to adopt the investment policy as directed by PenFlex.

- Motion Carried, 4 - 0

B. District Inspections - Comm. Duderstadt & Comm. North

1. Comm. Duderstadt reported that she is not done with the report yet, but has the scores. Headquarters - 91, Red Oaks Mill - 100, Rochdale - 99, Croft - 91. The distinction was the extra credit for personnel in uniforms. A list of recommendations will be sent out after final report.

C. District Officers / Chief Liaison - Comm. Rose & Comm. Bollmann
D. EMS & Paramedic Liaison - Comm. Bollmann & Comm. Muckenhaupt
E. Public Relations - Comm. Duderstadt & Comm. Rose
F. Equipment Maintenance - Comm. Muckenhaupt & Comm. North
G. Buildings and Grounds - Comm. Rose & Business Manager Borquist
H. Capital Equipment - Entire Board of Fire Commissioners

I. Union Negotiations & Contract - Comm. Muckenhaupt & Comm. Duderstadt

1. Comm. Duderstadt reported that herself and Comm. Muckenhaupt met with Union reps on July 29th. Employee evaluations were discussed. A document will be drafted between the two teams. No meeting set, but August 11th will be brought to the Union at their next meeting.

J. Career Staff Liaison - Comm. Rose & Comm. Duderstadt

K. Volunteer Recruitment - Comm. Duderstadt & Comm. Bollmann

1. Comm. Bollmann reported that she met with John Richardson, Sean Jackson, and John Kloepfer. Discussion on volunteer recruitment and retention. A lot of ideas discussed to make membership better.

L. Volunteer Liaison - Comm. Duderstadt & Comm. Bollmann
M. District Safety & Health - Comm. Muckenhaupt, Comm. Rose & Comm. Bollmann

N. Strategic Plan - Comm. Duderstadt

1. Comm. Duderstadt reported that the team is working on Internal Assessment. Discussion on program processes such as car seat, manpower, resources, building. Mostly data collection is being done now.

AC Richardson stated that he attended the Fire Expo in Maryland and he attended a

seminar on Strategic Planning. He will provide a copy of the program on Strategic Planning which may help.

IV. CORRESPONDENCE

A. Thank you letter dated July 10, 2008 from Mary Ellen Robbins, of Edgewater, Florida thanking FF John Cox for responding to a call at a diner in Poughkeepsie. Thanked him for his professionalism and reassurance to her husband. *(#08-2508, 07/04/08, FF Dongo, Lt. Murray, FF Prisco and FF Wilsey also on this call).*

B. Thank you letter dated July 9, 2008 from Vassar Road Baptist Church thanking Captain Palcher for the use of the smoke house and fire truck at their Family Fun Day on June 28, 2008. *(FF Al Schoessow participated in this event)*

C. Received *"Fire District Affairs - July - August 2008*"

V. DONATIONS

NAME	*REASON*
Lucille Neener	In Memory of Norman Neener (#08-1067, 03/15/08, F.Cross, A. Kuhhorn, E. Philipp, V. Philipp, R Warner, J. Palmatier, S. Peluse)
Arlene O'Shea	Assistance Received (#08-2561, 07/09/08, M. Brown, J. Dongo, C. Mills, J. Palmatier)

A motion was made by Comm. Duderstadt and seconded by Comm. North to turnover the total amount of $125 to the five company fund.

- Motion Carried, 4 - 0

VI. SCHOOL REQUESTS

The following members have been approved by the Chief to attend the following classes / seminars that are In County courses:

A. FF Vincent Lopez: "Recognizing Clandestine Drug Lab Ops", July 17, 2008 at Chelsea FD.

B. FF Howard Adams: "Recognizing Clandestine Drug Lab Ops", July 31, 2008 at CIA, Hyde Park.

C. FF Victor Zamaloff: "Codes - NYS", August 12 - 14, 2008 at IBM Poughkeepsie.

D. FF Victor Zamaloff: "Codes - NYS", September 23 - 25, 2008 at IBM Poughkeepsie.

E. FF Victor Zamaloff: "Codes - NYS", October 28 - 30, 2008 at IBM Poughkeepsie.

F. FF Victor Zamaloff: "Codes - NYS", December 9 - 11, 2008 at IBM Poughkeepsie.

G. FF Edward David: "Firefighter I", EF Training Center (waiting list)

The following school requests need approval by the Board of Fire Commissioners:

A. FF John Dunderdale: "Fire Officer I", Roosevelt FD (waiting list)

B. FF John Dunderdale: "Legal Issues for the Fire Service", October 24 - 25, 2008, (location TBD)

C. FF John Dunderdale: "Aerial Device Opertor", New Hamburg FD (waiting list)

D. "Firefighter II", August 11, 2008 (waiting list)
   1. FF Joseph Vallone
   2. FF Shawn Mahoney

E. "Fast", August 14, 2008 (waiting list)
   1. FF Joseph Vallone
   2. FF Shawn Mahoney

F. "AVET", September 15 - 16, 2008 at Montour Falls.
   1. FF Matthew Schlossberg
   2. FF John Dunderdale

G. FF Joseph Vallone: "Truck Co. Ops", August 18, 2008 (waiting list)

H. FF Francis Cross: "Vital Signs 2008", October 2 - 5, 2008 in Buffalo, NY.

I. "Fire Service Instructor I", October 30 - November 2, 2008 and November 8 - 9, 2008 at Montour Falls.
   1. FF Justin Drum
   2. FF Jim Minunni
   3. FF John Ortiz

J. * At the time of this meeting

* EMS Director Kloepfer submitted a school request for FF Chris Sample for "Vital Signs 2008", October 2 - 5, 2008 in Buffalo, NY, $125 for the course, plus mileage. In the absence of Chief Roberts and DC Pells, he asked for approval from 1st Assistant Chief Finnigan who approved it. Submitting it now will save money on the conference registration.

A motion was made by Comm. Duderstadt and seconded by Comm. North to approve school requests A through J.

- Motion Carried, 4 - 0

VII. **COMMISSIONERS ITEMS** - *No reports and/or discussions unless otherwise noted*

A. Comm. Duderstadt - Two (2) Contractual Items for Executive Session.
B. Comm. Bollmann - One (1) Personnel Item for Executive Session
C. Comm. North - One (1) Personnel Item for Executive Session

VIII. **CHIEFS / ADMINISTRATIVE ITEMS**

A. Chief David Roberts, Sr.(absent)

B. Deputy Chief Jeff Pells (absent)

C. Assistant Chief Kevin Finnigan

1. Reported for AC Philipp that the date for the Pleasant Valley parade is September 14th. Would like 32-14 and $800 for the band. Line up at 11:00 and Step off is 12:00

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve $800 for the band and to use 3214 for the Pleasant Valley Parade.

- Motion Carried, 4 - 0.

2 . "I AM RESPONDING" - Tom Duderstadt has ordered the monitors and is working on the system.

3. Thanked the Board for allowing him to attend the conference in Baltimore. Found it to be good and will have a report at the next meeting.

D. Assistant Chief Eric Philipp (absent)

E. Assistant Chief Frank Carlon (absent)

F. Assistant Chief John Richardson (went to a fire call during meeting)

G. EMS Director John Kloepfer

1. Executive Session items - personnel

2. Letter dated July 23, 2008 to the Board requesting to spend $4000 out the EMS equipment fund to purchase two Life Pak 1000 defibrillators on State contract. (One is a replacement of a broken one and the other will serve as a spare in stock)

A motion was made by Comm. Duderstadt and seconded by Comm. North to approve the purchase of two defibrillators for $4000.

- Motion Carried, 4 - 0

H. Attorney Richard Olson - No Items

I. Treasurer Jim Passikoff

1. Submitted the June 30, 2008 financial report for the District; Health insurance line item for budget is over, but will work out at the end of the year.

2. August meeting - need to set up dates for the budget

J. Business Manager Frank Borquist

1. Hose bids - only one bid was received from MES. They submitted two bids - one bid that meets the specs and an alternate bid with one exception Standard 5" hose - $724 per length or Special 5" hose from Germany for $589 per length. The difference is purchasing 21 lengths vs 17 lengths of hose. He reported that other districts using the less expensive hose.

A motion was made by Comm. Duderstadt and seconded by Comm North to purchase the 21 lengths of five inch hose at the cost of $589 per length.

- Motion Carried, 4 - 0.

2. Holding off on Adams for planting at HQ until September.

3. Copier - looking into replacement of copier at HQ either this year or to be put into the 2009 budget. $8,000 - $10,000 black and white unit on State bid pricing.

4. Looking into Camp Beacon to do weeding like last year at HQ.

IX. **COMMENTS FROM THE FLOOR**

A. FF John Cox - spoke about the recent accident on Route 9 on Monday. Thanked all who were there and the great job done including Alamo and Mobile Life. He followed up on the patient he had which is in stable but critical condition. He had surgery to repair spleen, other organs and fractures.

The Board thanked those on the call for their effort and a job well done.

X. **COMMENTS FROM THE COMMISSIONERS** - *No reports and/or discussions unless otherwise noted*

With no further open items to discuss, a motion was made by Comm. Duderstadt and seconded by Comm. Bollmann adjourn to Executive Session at 8:00 p.m.

- Motion Carried, 4 - 0

XI. **EXECUTIVE SESSION**

Comm. Rose arrived during Executive Session.

The Board came out of Executive Session at 10:29 p.m. and returned to Open Session.

XII. **OPEN ITEMS**

A. A motion was made by Comm. Rose and seconded by Comm. Bollmann to approve FF Justin Carlon and FF Chris Mills to attend the paramedic school.

- Motion Carried, 5 - 0

B. Comm. Muckenhaupt reported that the letter received from Yvette Stone to the Board of Fire Commissioners regarding a personnel issue has been handed over to Attorney Olson to send a response.

XIII. **ABSTRACT**

A motion was made by Comm. Bollmann and seconded by Comm. North to approve abstract 7B in the amount of $241, 094.54, consisting of 83 transactions.

- Motion Carried, 4 - 0 - 1 (Comm. Duderstadt abstained)

With no further business to conduct, a motion was made by Comm. Rose and seconded by Comm. Duderstadt that we adjourn at 10:31 p.m.

- Motion Carried, 5 - 0

Respectfully Submitted,

Carol Schmitt
Acting Fire District Secretary